



# City of West University Place

*A Neighborhood City*

## **CITY COUNCIL**

Susan Sample, Mayor  
Vacant, Mayor Pro Tem  
Kellye Burke, Councilmember  
Bob Higley, Councilmember  
Mardi Turner, Councilmember

## **STAFF**

M. Christopher Peifer, City Manager  
Alan Petrov, City Attorney  
Thelma Gilliam, City Secretary

## **EMPLOYEE BENEFITS TRUST MEETING AGENDA**

**Notice is hereby given of a meeting of the City of West University Place Employee Benefits Trust (EBT) to be held on Monday, September 24, 2018, beginning at approximately 6:30 p.m. in the Municipal Building, 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items. All agenda items are subject to action.**

1. Call Meeting to Order
2. Approve Minutes of the September 10, 2018 meeting.
3. Adjourn and reconvene regular City Council meeting.

**If you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting.**

I certify that the attached notice and agenda of items to be considered by the City of West University Place Employee Benefits Trust on September 24, 2018 was posted on the Municipal Building bulletin board on September 21, 2018 at approximately 1:30 o'clock p.m.

(SEAL)

Thelma A. Gilliam, TRMC, CMC, City Secretary



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## DRAFT

### EMPLOYEE BENEFITS TRUST MEETING MINUTES

The City of West University Place, Texas, Employee Benefits Trust met on **Monday, September 10, 2018**, in the Municipal Building Council Chambers, 3800 University Boulevard, West University Place, Texas, at approximately **6:30 p.m.** to consider the following:

#### 1. Call Meeting to Order

Mayor Sample called the meeting to order at approximately 6:32 p.m. Those also present: Councilmembers Burke, Higley, and Turner, City Manager Peifer, City Secretary Gilliam, City Attorney Petrov, and Human Resources Director James Urban. *Note: Mayor Pro Tem Franklin resigned as of August 31, 2018.*

Julian Fontana, Benefits Consultant with HUB/IPS, was also in attendance.

#### 2. Authorize renewing a direct contract for Medical Insurance.

See Motion for Agenda Item 5.

#### 3. Authorize renewing a direct contract with Guardian for Dental Insurance.

See Motion for Agenda Item 5.

#### 4. Authorize renewing a direct contract with Sunlife for Life, AD&D, Disability & optional Life Insurance.

See Motion for Agenda Item 5.

#### 5. Authorize renewing a direct contract with Superior Vision for optional Vision Insurance.

Councilmember Higley moved to authorize renewing all the contracts above with the understanding that staff is being directed by Council to solicit Request for Proposals involving all benefits for a January 1, 2019 potential coverage start date. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner  
**Noes:** None  
**Absent:** None

6. Adjourn and reconvene Regular Meeting of the West University Place City Council.

Councilmember Higley moved to adjourn the Employee Benefits Trust meeting at approximately 6:45 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

**Ayes:** Sample, Burke, Higley, Turner

**Noes:** None

**Absent:** None

Prepared by: \_\_\_\_\_  
Thelma A. Gilliam, City Secretary

\_\_\_\_\_  
Date Approved